



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
ARC Charter

Effective Date:
08/20/2009

SUBJ: Airworthiness Directive Implementation Aviation Rulemaking Committee

1. Purpose of this Charter. This charter creates the Aviation Rulemaking Committee (ARC) for Airworthiness Directive Implementation according to the authority of the Administrator of the Federal Aviation Administration (FAA) under section 106(p)(5) of Title 49 of the United States Code (49 U.S.C. 106(p)(5)). This charter also outlines the committee's organization, responsibilities, and tasks.

2. Audience. This charter applies to members of the Airworthiness Directive Implementation ARC, including members of aviation industry, and employees within the Office of the Associate Administrator for Aviation Safety: Aircraft Certification Service, Flight Standards Service, and the Office of Rulemaking. The audience for this charter also includes employees of the Office of General Counsel and the Office of Aviation Policy and Plans.

3. Where to Find this Charter. You can find this charter on the FAA website at <http://www.faa.gov/about/committees/rulemaking/>.

4. Background. In early March and April 2008, events of suspected noncompliance to airworthiness directives (AD) prompted US Secretary of Transportation, Mary E. Peters, to establish an Independent Review Team (IRT) to craft recommendations to improve the current aviation safety system. This team consisted of five aviation and safety experts. Their task was to evaluate and make recommendations to improve the FAA's implementation of the aviation safety system and its culture of safety. The IRT issued their final report on September 2, 2008. Their report identified 13 recommendations related to ADs, Voluntary Disclosure Program, Culture of FAA, Safety Management Systems, Air Transportation Oversight System, and the role of FAA Inspectors.

a. An AD Compliance Review Team (CRT) was also established to review the events that caused a major disruption to some airline schedules. The team consisted of eight FAA and industry subject matter experts. The team reviewed compliance issues related to AD 2006-15-15 (Phase 1) and the general process for developing ADs (Phase 2). The AD CRT drafted a report to document their findings and recommendations from their Phase 1 activity. This report noted areas where system improvements could be made.

b. The AD CRT also drafted a report to document their 12 findings and recommendations from their Phase 2 review, which focused on the process of developing and implementing ADs, and ensuring compliance. Their findings and recommendations do not fundamentally change the AD process, but provide suggested enhancements and improvements. The findings and recommendations focus on the areas of: Service Instructions, Aircraft Evaluation Groups (AEGs), Lead Airline Process (ATA Specification 111), AD Process and Implementation, Mandatory Continuing Airworthiness Information, Alternative Methods of Compliance (AMOCs), Crisis Communication, and Part 39 Regulations.

c. The purpose of this ARC is to evaluate and address the recommendations of the AD CRT and those of the IRT relating to airworthiness directives. Because the recommendations of the IRT and the AD CRT address actions to be taken by both the FAA and industry, an ARC is necessary to ensure that further evaluation and implementation of the recommendations adequately considers the needs and objectives of all stakeholders. Implementation of recommendations may require some rulemaking.

5. Organization and Administration of the Airworthiness Directive Implementation ARC. We will set up a committee of members of the aviation community, including manufacturers and air carriers, representing diverse viewpoints. FAA participation and support will come from all affected lines-of-business. Where necessary, the committee may set up specialized work groups that include invited subject matter experts from industry and the FAA.

a. The committee sponsor is the Associate Administrator for Aviation Safety, who:

- (1) Appoints members or organizations to the committee, at her sole discretion;
- (2) Receives all committee recommendations and reports;
- (3) Selects industry and FAA co-chairpersons for the committee; and
- (4) Provides administrative support for the committee, through the Aircraft Certification Service (AIR) and Flight Standards Service (AFS).

b. The co-chairpersons will:

- (1) Determine (with other committee members) when a meeting is required (a quorum is desirable at committee meetings, but not required);
- (2) Arrange notification to all members of the time and place of each meeting;
- (3) Draft an agenda for each meeting and conduct the meeting;
- (4) Keep meeting minutes; and
- (5) Provide status updates to the Associate Administrator for Aviation Safety, at 6 months, 12 months and 18 months from the effective date of this charter.

6. Committee Membership. The committee will consist of about five to ten members, representing airplane manufacturers, air carriers, FAA, and other aviation industry participants. Membership will be balanced in viewpoints, interests, and knowledge of the committee's objectives and scope. Committee membership is limited to promote discussion. Active participation and commitment by members is essential for achieving the committee's objectives. Attendance is essential for continued membership on the committee. The committee may invite additional participants as subject matter experts to support specialized work groups.

7. Public Participation. Persons or organizations outside the committee who want to attend a meeting must get approval in advance of the meeting from a committee co-chairperson or designated federal representative.

8. Committee Procedures and Tasks.

a. The committee advises and provides written recommendations to the Associate Administrator for Aviation Safety (AVS-1).

b. Committee tasks include, but are not limited to, the following:

(1) Establishing work groups to evaluate and address specific recommendations and assigning IRT and CRT recommendations to each work group.

(2) Developing a program plan and implementation schedule to address the specific recommendations.

(3) Reviewing, approving, and implementing the program plan.

(4) Monitoring progress and status of work groups and resolving issues raised by those groups.

(5) Advocating the program plan and implementation actions/schedule with the respective stakeholder organizations.

c. The committee may propose additional tasks as necessary to the Associate Administrator for Aviation Safety for approval.

d. The ARC will submit a final report detailing recommendations and implementation actions by 24 months from the effective date of this charter. The Associate Administrator for Aviation Safety may extend this deadline for up to 6 months if it is in the interest of the FAA to do so.

9. Cost and Compensation. The estimated cost to the Federal Government of the Airworthiness Directive Implementation ARC is \$130,000, annually. All travel costs for government employees will be the responsibility of the government employee's organization. Non-government representatives serve without government compensation and bear all costs of their committee participation.

10. Availability of Records. Subject to the conditions of the Freedom of Information Act, 5 U.S.C. 522, records, reports, agendas, working papers, and other documents made available to, prepared for, or prepared by the committee will be available for public inspection and copying at the FAA, Transport Airplane Directorate, 1601 Lind Avenue SW., Renton, WA 98057-3356. Fees will be charged for information furnished to the public according to the fee schedule in 49 CFR part 7.

11. Committee Term. This committee becomes an entity on the effective date of this charter. The committee will remain in existence for a term of 24 months unless its term is ended sooner or extended by the Administrator.

08/20/2009

12. Distribution. This charter is distributed to the Office of the Associate Administrator for Aviation Safety, the Office of the Chief Counsel, the Office of Aviation Policy and Plans, and the Office of Rulemaking.

A handwritten signature in black ink, appearing to read "J. R. Babine", with a long horizontal stroke extending to the right.

Administrator